



Town of Marion Select Board
Two Spring Street
Marion, Massachusetts 02738
508-748-3520

MEMORIAL POLICY

Many individuals, families, entities, and events helped form Marion's unique and special character and contributed to its important place in history. In response to active interest from family members and friends seeking to install Memorials in Marion's many scenic and green spaces, the Select Board recognizes the importance of remembering and recognizing these contributions through a Memorial.

Memorial Definition

A Memorial is anything that is established to remind people of a deceased person, entity, or event. Memorials include, but are not limited to, plaques or signs, bricks, benches, picnic tables, plantings or gardens, and permanent structures.

Approval Authority:

The Select Board is responsible for approval of the placement of Memorials on Town-owned parcels of land, recognizing that there is a limited amount of available, appropriate public space that can accommodate permanent memorials in Marion. The final location may be subject to change depending on the installation conditions.

Approval Process:

Requests for placement of a Memorial on town-owned land may be submitted by individuals or proposed by the Select Board. Citizen requests shall be submitted to the Select Board using the attached form. The application must include all relevant facts regarding the size, appearance, content, background information, rationale, materials, proposed location, plan of installation, plans for maintenance, and any other information that may be relevant to the determination by the Board, in its sole discretion, of appropriateness. The Select Board will consider and vote upon such request in an open regular meeting of the Board. The Board shall NOT be influenced in its decision by personal or collective prejudice, favoritism, political pressure, or temporary popularity. If a Board

member has significant ties to the person or persons involved in the request, the member may recuse him/herself.

Approval Considerations:

The Select Board shall first determine that the proposal will not do any of the following:

- Limit physical access to the site.
- Endanger the safety of the public.
- Interfere with any utility or access thereto.
- Be limited by unacceptable special restrictions, conditions, or covenants.
- Create a significant budgetary obligation on the town for which no provisions have been made.
- Be of an inappropriate or offensive nature. Examples of inappropriate nature include, but are not limited to, content that is (1) shocking, or promotes hatred, intolerance, discrimination, or violence; (2) of a commercial nature; (3) offensive, vulgar, obscene, or evokes a strong negative reaction; (4) likely to be considered as historically inaccurate; or (5) political or religious nature

The Board shall take into consideration an individual, family, or group's stature within the community, i.e. that the person or persons to be memorialized were residents of excellent character and reputation who made significant contributions to the town. Attributes to be considered include:

- Unusually effective and dedicated service to or on behalf of the town.
- Efforts to sustain the high quality of life and service within the community.
- Demonstrated understanding and activities within the essential functions of town government.
- Service in the defense of freedom or other examples of effective citizenship.

The Board will be under no obligation to approve the application within a specific timeframe; however, the Board will make reasonable efforts to review Memorial applications semi-annually.

The Board will only accept one donation per family per 5 year period.

The cost of the Memorial, including its placement, maintenance, and removal (if necessary), will be the responsibility of the applicant. Flowers, vegetation, crosses, pictures, pinwheels, solar lighting, or other decorations are strictly prohibited on or near the memorial site and will be removed.

Any approved Memorial may be subsequently removed by a vote of the Board if it is determined that its presence is no longer appropriate, if the Memorial is deteriorated, or if approved maintenance commitments are not met. Memorials that have not been approved in advance by the Board will be removed at the expense of those placing such Memorial. The Board is not responsible for the replacement of damaged or stolen Memorials.

Maintenance:

Purchase of Memorial: The specified bench, plaque or other Memorial can be, but is not required to be purchased from the supplier listed below.

(REMINDER: The Memorial location must be approved by the Select Board prior to purchasing)

M.E. O'Brien & Sons Company

93 West Street

P.O. Box 650 Medfield, MA 02052-0650

Telephone: 508-359-4200

Website: www.obrienandsons.com

Maintenance Plan: The applicant must submit a long term maintenance plan with their application to board addressing wear, annual care and replacement.

Contractors Installation/Recommendation:

Specifications: The style number for the bench is #165-60PL and it is a Dumor 6' long bench with recycled plastic slats. All benches must be bolted down on and installed on a steel reinforced concrete pad, minimum thickness 4". Pad will extend 1 foot beyond the outside edges of any bench.

Installation: All Memorials shall be installed by an approved contractor. Any permitting associated with the of the Memorial shall be conducted by licensed contractor. *Any fees associated with permitting shall be paid by the DONOR.*

Locations: Potential locations are Silvershell Beach, Island Wharf, Cushing Community Center, Washburn Park, Old Landing, Spragues Cove, Town House/Library, Bi-Centennial Park, Point Road Playground, DePina Landing and the Wings Cove Boat Ramp. The total number of donations allowed and exact locations at each of properties will be made at the discretion of the board.

Recommendation: The donor may choose a contractor of his/her choice provided that they are qualified and are insured to meet the town's minimum insurance standards.

Plaque Inscriptions: Inscriptions on benches, picnic tables, and or other memorials shall be kept to a maximum of up to two names per plaque, dates can be included.

Example: *"In Memory of Jane Doe" or "In Memory of Jane Doe and John Doe- 1920-2018"*

Example: *"In Loving Memory of Jane Doe" or "In Loving Memory of Jane Doe and John Doe"*

Plaques for any memorial shall be 3"x 8" brass. The same wording restrictions applies as above.